2019 UANA PAN AMERICAN ARTJSTAT SWIMMING + CHAMPIONSHIPS



WINDSOR, ON, CANADA AUGUST 19-24, 2019









UANA summons all of its affiliated countries to participate in the 2019 UANA Pan American Artistic Swimming Championships to be in Windsor, Ontario, CANADA



May 7, 2019	Preliminary Entries Due
June 6, 2019	50% of all Registration Fees Due
July 6, 2019	Final Date to mail music to OC
	Final Entries Due
	Final 50% of all Registration Fees Due

GENERAL INFORMATION

DATES	Official Competition: August 20 - 24, 2019 Official Music Practice: August 20 Open Pool Training: August 19		
HOSTED BY	Canada Artistic Swimming Union Americana de Natación (UANA)		
MEET MANAGER & CAS RESOURCE	Leanne McDonnell - Meet Manager Stéphane Côté – Canada Artistic Swimming <u>stephane@synchro.ca</u>		
WEBSITE	www.artisticswimming.ca/UANA2019		
EVENTS (Technical and Free routines are separate events)	12& Under & 13-15 Figures Solo Duet / Mixed Duet Team	<i>Junior & Senior</i> Solo Tech / Free Duet Tech / Free Mixed Duet Tech / Free Team Tech / Free	Open (13 years old and over) Free Combination
SANCTIONED BY	Union Americana de Natación (UANA) Fédération Internationale de Natation (FINA)		
RULES	This competition will be conducted under FINA and Union Americana de Natación (UANA) Rules		





VENUE INFORMATION

POOL INFORMATION	Windsor International Aquatic and Training Centre	
	401 Pitt Street West	
	Windsor, Ontario N9A 0B2	
	View on Google Maps	
POOL DIMENSIONS	Competition Pool: 25m x 21m (10 lanes)	
	Entire Pool Length: 71m x 25m (10 lanes) Entry: Start on bulkhead	
	Pool is indoors	
AIRPORT	Windsor International Airport (YQG), Windsor, Ontario. Distance to Pool: 12 km.	
	Airport transportation from Windsor Airport will be provided to all guests staying at the Host Hotel free of charge, to/from Windsor International Airport only. If you fly into another airport, you will need to arrange your own shuttle service to the Host Hotel.	
TRANSPORTATION	Transportation to and from the pool will be by foot (Host hotel is across the street from pool). Those arriving or departing outside the competition dates will be responsible for their own transportation	
PRACTICE SPACE	Practice time and space will be assigned to each Federation on Monday, August 19, 2019.	
	If arriving before August 19, 2019, please enquire with Canada Artistic Swimming via <u>stephane@artis-</u> <u>ticswimming.ca</u> about posible rental opportunities.	
MUSIC PRACTICE	A schedule of practice time with music on Tuesday August 20, 2019 will be posted on the event web- site once the final entries have been received.	

ACCOMMODATION

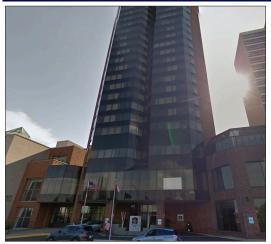
HOST HOTEL	Best Western Plus Waterfront Hotel	
(All delegations will stay at this hotel)	277 Riverside Drive West Windsor, Ontario N9A 5K4 +1 (519) 973-5555	
	Note: Federations who decide to arrive prior to August 19th, will have to make their own arrangements for transportation, hotel and pool practice time until the designated official arrival date.	
	For those who may choose not to stay at the host hotel a rate of <mark>\$100 USD per day per person</mark> will be required. This rate does not include transportation, meals or lodging.	
FRIENDS & FAMILY	Holiday Inn Express Windsor Waterfront	
The second se	33 Riverside Dr E, Windsor, ON N9A 2S4 +1(519) 258-7774	
	Distance from pool: 500m	
	A special rate has been reserved for friends and families attending the 2019 UANA Pan American Championships. Reservations must be made before July 19, 2019 .	
	Rate: \$149 CAD / night + taxes	



OFFICIAL HOST HOTEL

FOR UANA OFFICIALS, DELEGATION MEMBERS (Athletes, Coaches, Officials, Support Staff)

BW Best Western PLUS.





LOCATION	277 Riverside Dr W Windsor, ON N9A 5K4 - 800.661.8684 <u>See on Google Maps</u>
	At the edge of the beautiful riverfront in downtown Windsor, Ontario Canada, the Best Western Plus Waterfront Hotel is located across the street from the Windsor International Aquatic Centre. It also puts you within steps of the neighborhood's diverse cuisine, vibrant nightlife and scenic, waterfront parks. Perched along the banks of the Detroit River, the hotel offers views of the water and the downtown Detroit skyline from every room.
WEBSITE	Visit hotel website
DISTANCE FROM POOL / AIRPORT	170 m / 17 km
WIFI	Complimentary
BREAKFAST	Freshly prepared hot breakfast buffet daily including fresh brewed coffee, tea, juice, milk, scrambled eggs, bacon or sausage, fresh waffles, cereal, yogurt, whole fruit, bagels, toast and a wide variety of breakfast pastries

BEST WESTERN PLUS WATERFRONT HOTEL





ROOM & BOARD Pacakges	The full board packages below are calculated per night, per person, and include registration, accommodation, 3 meals per day and transportation from and to the airport. No transportation service will be provided during the competition as the pool is across the street from the hotel.
	Meals will begin with dinner on your check-in day and end with breakfast on check-out day.
	Other expenses (extra meals, snacks, personal expenses such as laundry, room service, telephone charges, mini-bar are the responsibility of each Federation.
	For those who may choose not to stay at the host hotel a rate of \$100 USD per day per person will be required. This rate does not include transportation, meals or lodging.
Single Occupancy	\$195 USD / day / person
Double Occupancy	\$135 USD / day / person
Triple Occupancy (2 beds)	\$115 USD / day / person
Quadruple Occupancy (2 beds)	\$105 USD / day / person





ENTRIES

PARTICIPANTS	Every participant in the championship must be a member of a Club, Regional or National Team of a Federation duly constituted and affiliated with FINA & UANA. The Federation must be in good standing with both UANA & FINA.
	Each Federation will send in one entry, which will include ALL of the entries for the country. The name of the "TEAM LEADER" will need to be listed. The Team Leader is the person who all communications will go through from the Federation to the OC and from the OC to the Federation.
VISA INVITATION	Canada Artistic Swimming will provide a letter of invitation to the Championships to all Federations, which is a requirement to enter or participate in Canada.
GENERAL RULES	Each Federation may enter with National Teams, Regional Teams or Clubs. The entry in each category is the decision of each Federation.
	Federations may fill their entry in each category with athletes from a variety of teams or clubs, if they wish. The entry must not exceed two (2) entries per event per Federation and the number of athletes entered must fit in the athlete quota of twenty-four (24) for each age category.
	Entry forms will only be accepted from the Federation on behalf of all entries from their country. Entry forms submitted from a Regional Team or Club will not be accepted. All entries will compete as their Federation and not individual Regional Team or Club.
DELEGATE	There will be one (1) delegate per registered Federation. The Delegate serves as the Head of the Delegation and is appointed by their Federation to represent the Federation at all official functions. Please fill out the name and contact information for this person on the entry form.
TEAM LEADER	There will be one (1) Team Leader per Federation. The Team Leader will be appointed by their Feder- ation to serve as the liaison between the UANA TASC, OC and the coaches, managers, officials, and athletes of the Federation regarding the administrative management and organizational aspects of the competition. There is a space on the entry forms for the name and contact information of this person, so we can contact the Team Leader if necessary.
ENTRIES	The OC will provide the Entry Forms with the pertinent instructions to all Federations.
	Note: No athletes will be allowed to take part in music practice or compete until all fees have been received by the OC.
ENTRY FEE	A fee of \$25 USD per athlete will be charged. Payment information will follow.
PRELIMINARY ENTRIES	Preliminary entries must be completed and received on or before May 7, 2019 using the <u>provided</u> <u>online form</u> . You will receive an email confirmation as soon as you send you complete your preliminary entry form.
	Even though the preliminary entry is due May 7, 2019, we urge you to submit the information as soon as possible so the OC can make the transportation, meals, and room and board arrangements.
FINAL ENTRIES	Final entry forms must be received by July 6, 2019, at 12:00 midnight EDT on the official entry form (to be provided later) and must be sent by email to <u>stephane@artisticswimming.ca.</u> Forms must be filled out on the computer and not handwritten.
	Entry forms must include the following information and the Official Seal of the Federation. A letter must accompany all entries from the Federation, which states that the athletes have permission of the Federation to attend the competition. Only one final entry submission must be received per Federation to enter all athletes and routines from all age groups - no entries will be accepted from individual clubs.
	Please note: It is essential that we receive the following information as soon as possible to assist with planning for the competition.
	 Names of the athletes, birth date, category and events Names of the coaches, chaperones, Team Leader and Delegate Names of the judges and their level in FINA & UANA Arrival and Departure dates, including airline, time and flight number Hotel where the delegation will be staying
	It is the responsibility of each Federation to assure that their entries are complete and received within the mentioned deadlines.

2019 UANA PAN AMERICAN ARTUSTAC SWIMMING CHAMPIONSHIPS



REGISTRATION LATE FEES	Any late entries will be assessed a \$150 USD fine after the July 6, 2019 deadline. Any change to entries after July 6, 2019 will be assessed a \$150 USD fine.		
	Additional entries within 7 days of the competition will be assessed a \$150 OSD fine.		
	Additional entries within		
AGE CATEGORIES		apply: All Age Group competitors remain qualified from January 1st to the t at the age they are at the close of the day (12 midnight) on December 31st of tion.	
	Age 12 & Under	Born in 2007 or later	
	Age 13 to 15	Born in 2004 – 2006	
	Junior (Ages 15-18)	Born in 2001 – 2004	
	Senior (15 +)	Born in 2004 or before	
SWIMMING UP	or Team. • When an athlete	athlete(s) may swim up one age group category only to complete a Duet and/ swims up in Duet and/or Team, they may NOT also swim those events in their	
	own age category. Duets must have one member of the correct age category 		
	• Teams must have 50% of their members of the correct age category.		
	• 12 & Under is not allowed to swim up per FINA rule ASAG 4.		
	• Junior Solo, Duet and Team athletes may also compete in the Senior Tech Events.		
FIGURE ENTRY	Each Federation may participate with twelve (12) athletes per Team routine per age group in the Figure events. Any number of athletes over ten (10) will be allowed to participate as "Honorary" or pre-swimmers.		

JUDGES

Each participating Federation or Club must bring a minimum of one (1) or a maximum of four (4) FINA/ UANA judges. The maximum number of practice judges per Federation is two (2).	
a. Judges must be nominated from their Federations and must be on the 2019 FINA or UANA Judges list.	
 Judges that have attended a recent FINA Certification School and have passed the Judges Certification Exam will be given first priority in the selection of judges for panel assignments. 	
c. Judges that are on the 2019 FINA/UANA list but have not attended a FINA Certification school as of yet or failed the most recent Judges Certification Exam may be assigned to judge, if needed.	
d. If space is available, Judges who are not selected to a judges panel may practice judge and receive an evaluation.	
Federations not sending a Judge to UANA will have to pay a surcharge of \$100 USD per Federation for up to 8 swimmers, plus \$10 USD for each additional swimmer .	
Note: Federations that do not have a UANA or FINA Judge will not be charged the Officials Surcharge	
There will be a FINA Evaluator at this competition	
Judges from non-participating Federations are welcome and will be allowed to judge in the competi- tion, but priority will be given to the judges whose Federation is participating in the competition.	

2019 UANA PAN AMERICAN ARTJSTAC SWIMMING + CHAMPIONSHIPS



CONFLICT OF INTEREST POLICY	Please note the new Fina Conflict of Interest Policy for all Judges. Judges with conflicts will be al- lowed to judge all events that they do not have a conflict in. The following categories of people are deemed to have a conflict of interest:	
	 a. a Relative of a Competitor b. a current Coach of a Competitor (conflict of a coach is not to stop coaches from judging but only to identify a conflict if there is one (example coach duet at 13 - 15 age group) c. a parent, child, sibling or spouse of a Coach of a Competitor d. a Team Manager or Relative of a Team Manager e. an inhabitant of the same household of any of a, b, c, or d. 	
	"Relative" refers to a person connected with another by blood or marriage (including boyfriend and/ or girlfriend). Relative also includes step relationships and is any of parent, child, sibling, uncle, aunt, nephew, niece, first cousin, grandparent or spouse. "Coach" refers to any person who coach- es figures and/or routines on a regular basis to the Competitor.	
	Judges must observe FINA Code of Ethics Section F (Conflict of Interest) and if a judge neglects to declare a situation of a potential conflict of interest, the FINA President or one of the FINA Executive members may refer the matter to the Ethics Panel.	

COMPETITION RULES

12 & UNDER 13-15	Each participating Federation or Club is allowed to send a maximum of twenty-four (24) athletes and four (4) coaches for EACH of the age groups, 12 & Under, 13-15, Junior and Senior.
JUNIOR SENIOR	For each age group in solo, duet and team competition athletes can represent each Federation as follows:
	a. If the Federation has two (2) National Team entries in solo, duet, mixed duet and/or team competition for an age group, no Regional Team or Club entry from the same Federation is allowed.
	b. If the Federation has one (1) National Team entry in solo, duet, mixed duet and/or team competition for an age group, then a Regional Team or Club from the same Federation may enter one (1) solo, duet, mixed duet and/or team for an age group. A Federation must submit the Regional Team or Club's name for UANA Approval.
	c. If the Federation has no National Team competitors in a certain age group for solo, duet, mixed duet and/or team competition, two (2) solos, duets, mixed duets and/or teams from a Regional Team or Club of the same Federation are allowed to enter.
	For each Federation one (1) solo, one (1) duet and one (1) team per age category (12 & Under, 13-15, Junior, Senior) will be permitted to swim during finals for a maximum of 12 routines. Sections (a), (b), (c) above also applies to this event regarding the number of athletes that represent the Federation
	Please note: Any events with 12 or less competitors will have a final event only (no preliminary)
JUNIOR SENIOR	The competition will consist of technical and free routines in solo, duet, mixed duet and team. Each Federation may register the same or different athletes for both events. The Senior events will be Final events only; there will be no preliminary events.
	Each event will be a 100% event; scores from the technical and free routines will not be added together to determine final placement. Awards will be given to the top 3 in each technical and free event; one per federation.
	Please note: Any events with 12 or less competitors will have a final event only (no preliminary)
MIXED DUETS	The competition will be a FINAL event only; there will be no preliminary events.
	In the 12 and under, 13-15 and Junior age group categories, each mixed duet event will be a 100% FINAL event. Figures will not be added to the routine score to determine final placement. Awards will be given to the top 3 in each mixed duet event; one per federation

2019 UANA PAN AMERICAN J⁴ ARTJS332 SWIMMING * CHAMPIONSHIPS



FINALS	In the 12 and under, 13-15 and Junior age group categories, only one (1) solo, one (1) duet and one (1) team per age group category from each Federation will advance to Finals for a maximum of 12 routines in Finals, per each routine event. The highest scoring entry using the combined routine and figure scores will advance to Finals; one per federation.
FREE COMBINATION	This is an Open category event for the age group, junior and senior competitors at least 13 years of age. Each Federation may enter two (2) routines in the Free Combination event. Each Free Combination may consist of 4-10 athletes.
	This event will compete as a 100% FINAL event; there will be no preliminary event.
AWARDS	Medals will be awarded to first, second and third place in each routine and figure category, per age group.
	An award will be presented to the Federation with the highest overall point accumulation in each age group category, 12 and under, 13–15, Junior and Senior.
	An overall High Point award will be presented to the Federation accumulating the highest number of points for all events and age categories. The point accumulations will be calculated following Rule GR 9.8.5 from the 2017-2021 FINA Handbook.
PASSPORT VERIFICATION	Original passports are required for all athletes at registration and the host federation can provide photocopies of the passport. Passport verification will take place during the Technical Meeting.

EXTRA INFORMATION

ATHLETE PARADE	The Athletes Parade will be held prior to each Age Group Final Routine competition. All athletes from all Federations are encouraged to participate. Dress for the parade is team warm-up suits or appropriate team uniform.
BATHING SUIT CHECK	Will occur during the official music practice on August 20, 2019 to ensure they comply with FINA rules.
FLAGS & NATIONAL ANTHEMS	Each Federation must bring a flag (100cm x 150cm) of their Country and a digital file of their National Anthem.
MEDICAL CARE	As a reminder, all Federations must carry their own health insurance. The OC will provide First Aid Technical personnel.
	All federations must take full responsibility for any other needed medical expenses.
MUSIC REQUIREMENTS	During the competition, digital music files will be used.
	Each Federation must provide the email of one person responsible for all its music, and a Dropbox File Request will be sent to that person. All digital music files must be received by July 6, 2019 .
	Each registered routine must have a distinct digital file, which must be in mp3 or wav format.
	Coaches must review the quality of the digital files, the timing and the integrity of the tracks. It is rec- ommended that each file has an initial lead of 3 to 5 seconds before the actual recording of the music.
	Each file must be identified in the following way, all separated by underscores (_), with no spaces:
	 Age Group (12U. 13-15, Junior, Senior) Event (Solo Tech/Free, Duet Tech/Free, Mixed Duet Tech/Free, Team Tech Free, Combo) Country, Club or Federation Last Name of competitor (use both in duet, and first in alphabetical order if more than 2)
	Examples:
	 12U_Solo_Canada_Smith 13-15_Team_USA_Jones Junior_DuetTech_Colombia_Franco-Orozco





PRELIMINARY COMPETITION SCHEDULE

August 19-24, 2019 - Subject to change

Arrival of TASC Chairman, TASC Secretary, Chief Referee Arrival of UANA TASC Arrival of UANA TASC Arrival of Delegations General TASC Business Meetings throughout the day (as arrival times permit) at Pool	12	2 & UNI	DER	13-15	JUNIOR	SENIOR					
AUG Arrival of Delegations	AUG 17	AUG 17									
		Arrival of UANA TASC									
	AUG Arrival of Delegations										
		General TASC Business Meetings throughout the day (as arrival times permit) at Pool									
13:00 18:00 Open Pool Practice		13:00	18:00	Open Pool Practice							
19:00 19:15 Figure Group Draws at Hotel		19:00	19:15	Figure Group Draws at Hotel							

	7:30	7:45	Length Warm-up
	7:45	16:15	Official Music Practice
	9:00	12:00	TASC General Business Meetings at Pool
	12:00	13:00	Lunch Break
AUG	13:00	14:30	Team Leader Meeting
20	14:30	16:00	Judges Meeting
	16:15	16:30	12 & Under Solo Preliminary Warm-up
	16:30	16:45	Junior Free Solo Preliminary Warm-up
	16:50	18:00	12 & Under Solo Preliminary
	18:05	19:20	Junior Free Solo Preliminary
	19:25	20:00	Opening Ceremonies

	8:55	9:10	Length Warm-up	
	9:10	9:30	12 & Under Figure Warm-up	
AUG 21	9:35	10:35	12 & Under Figure Competition	
	10:40	11:05	13-15 Figure Warm-up	
	11:15	13:20	13-15 Figure Competition	
	13:20	14:20	Lunch Break	
	14:20	14:45	Junior Free Duet & Senior Free Duet Warm-up	
	15:00	16:00	Junior Free Duet Final Competition	
	16:00	16:30	Senior Free Duet Final Competition	
	16:35	16:50	Awards: Junior Free Duet & Senior Free Duet	
	16:50	17:15	13-15 Solo Preliminary Warm-up	
	17:25	19:30	13-15 Solo Preliminary Competition	





PRELIMINARY COMPETITION SCHEDULE

Cont'd

12 & UNDER				13-15	JUNIOR	SENIOR			
7:45 8:00 Length Warm-up									
	7:45 8:00	8:00							
	8:50	9:30		Junior Solo Free Final & Senior Solo Free Final Warm-up Junior Solo Free Final Competition					
	9:30	10:10		Senior Solo Free Final Competition					
	10:15	10:45		12 & Under Duet Finals Warm-u					
	10:55	11:35			12 & Under Duet Final Competition				
	11:35	11:50		Awards: Junior Solo Free, Sen					
	11:35	12:35		Lunch Break					
AUG	12:35	13:00		Junior Duet Tech, Senior Duet	Tech & Mixed Duet Tech Warm-up				
	13:20	14:05		Junior Duet Tech Final Competition					
	14:05	14:20		Senior Duet Tech Final Competition					
	14:20	14:30		Junior Mixed Duet Tech Final Competition					
	14:30	14:40		Senior Mixed Duet Tech Final Competition					
	14:45	15:10		13-15 Duet Preliminary Warm-up					
	15:20	17:00		13-15 Duet Preliminary Competition					
	17:05	17:35		Free Combination Finals Warm-up					
	17:50	18:50		Free Combination Final Comp	etition				
	19:00	19:20		Awards: Junior Duet Tech, Ser Final, Free Combination	ior Duet Tech, Junior Mixed Duet Te	ech Final, Senior Mixed Duet Tech			
	8:30	8:45		Length Warm-up					
	8:45	9:15		12 & Under Solo Final & 13-15 S	olo Final Warm-un				
	9:30	10:30		12 & Under Solo Final Competi	1				
	10:30	11:30		13-15 Solo Final Competition					
	11:35	12:05		Junior Tech Solo & Senior Tecl	n Solo Finals Warm-up				
AUG	12:15	12:45		Junior Tech Solo Final Compe	tition				
	12:45	13:00		Senior Tech Solo Final Compe	tition				
22	13:00	14:00		Lunch Break					
	13:45	14:00		Awards: Junior Tech Solo, Sen	ior Tech Solo, 12&Under Solo, 13-15	Solo			
	14:00	14:25		Junior Team Tech Final & Seni	or Team Tech Final Warm-up				
	14:55	15:25		Junior Team Tech Final Comp	etition				
	16:00	16:25		13-15 Duet Finals Warm-up					
	16:40	17:40		13-15 Duet Finals					

Awards: Junior Team Tech, Senior Team Tech, 13-15 Duet

18:15

17:50





PRELIMINARY COMPETITION SCHEDULE

Senior Free Team Final

Coaches Debrief Clinic

Awards: Junior Free Team, Senior Free Team

Closing Party and High Point Award

Cont'd

14:40

15:15

15:45

19:00

15:10

15:30

17:00

21:00

12	12 & UNDER 13-15 JUNIOR SENIOR							
	8:30	8:45		Length Warm-up				
	8:45	9:15		12 & Under Team Final Warm-up				
	9:25	10:25		2 & Under Team Final Competition				
	10:30	11:00		Mixed Duets & 13-15 Team Final Warm-up				
AUG 24	11:10	11:25		Senior Mixed Free Duet Final Competition				
	11:25	11:40		12 & Under Mixed Duet Compe	tition			
				13-15 Mixed Duet Competition				
				Junior Free Mixed Duet Comp	etition			
	11:40	12:25		13-15 Team Final Competition				
	12:25	13:25		Lunch				
	12:25	12:45		Awards: 12 & Under Team, Senior Mixed Free Duet, 12 & Under Mixed Duet, 13-15 Mixed Duet, Junior Mixed Free Duet, 13-15 Team				
	13:25	13:55		Junior Free Team Final & Senior Free Team Final Warm-up				
	14:10	14:40		Junior Free Team Final				